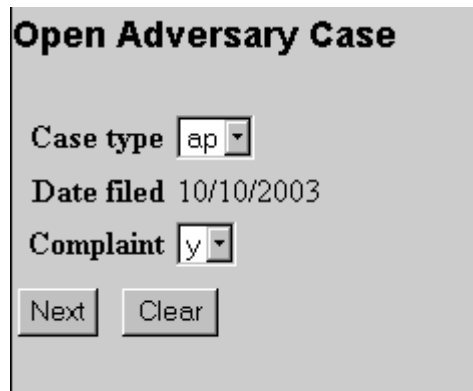
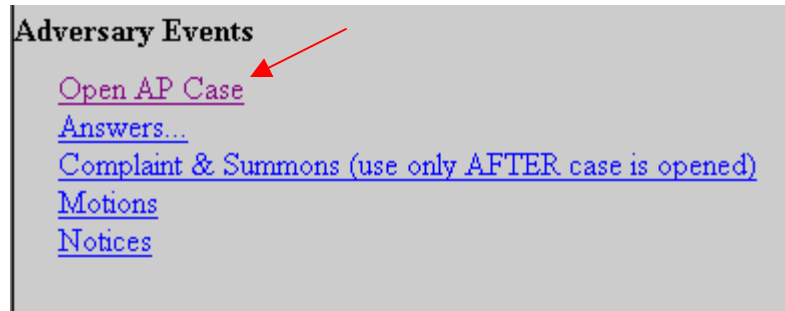


## Adversary Case Opening

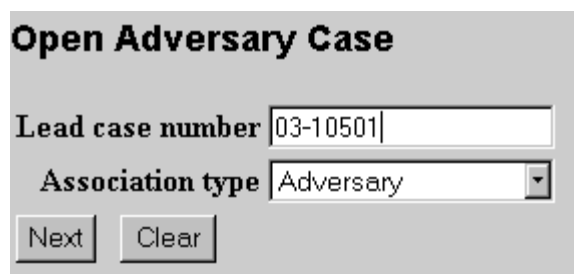
1. Click on **Adversary** on the CM/ECF Main Menu Bar.



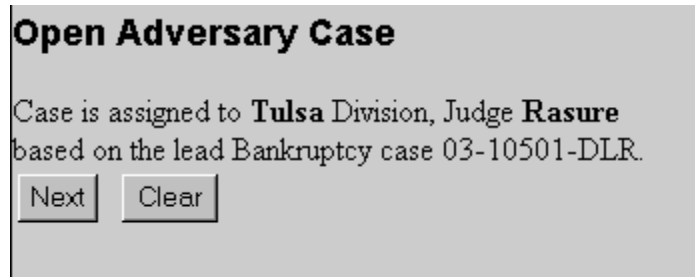
2. Under Adversary Events locate and click on **Open AP Case**.

A screenshot of the 'Open Adversary Case' form. The form has a title 'Open Adversary Case' and contains the following fields: 'Case type' with a dropdown menu showing 'ap', 'Date filed' with the value '10/10/2003', and 'Complaint' with a dropdown menu showing 'y'. At the bottom of the form are two buttons: 'Next' and 'Clear'.

3. Case type defaults to "ap".
4. If a Complaint initiated this proceeding, leave this field set to **y**. If another document, such as a Notice of Removal was filed, select **n**.
5. Click on **Next**.

A screenshot of the 'Open Adversary Case' form. The form has a title 'Open Adversary Case' and contains the following fields: 'Lead case number' with the value '03-10501', and 'Association type' with a dropdown menu showing 'Adversary'. At the bottom of the form are two buttons: 'Next' and 'Clear'.

6. Enter the lead case number.
7. Association type will be **Adversary**.
8. Click on **Next**.

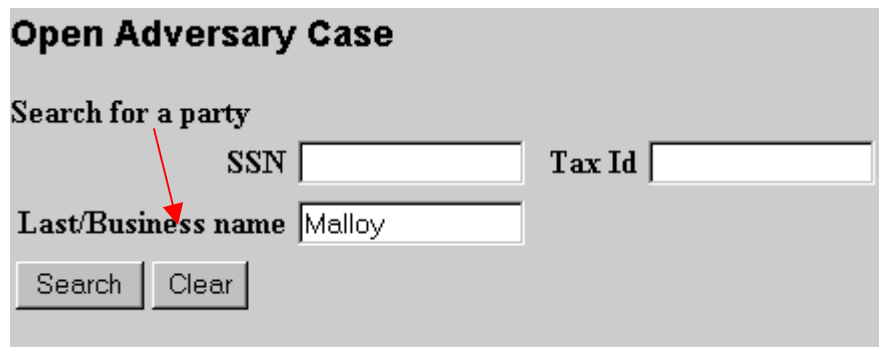


**Open Adversary Case**

Case is assigned to **Tulsa** Division, Judge **Rasure** based on the lead Bankruptcy case 03-10501-DLR.

9. Office and Judge relating to the bankruptcy case will display.
10. Click on **Next**.

#### Adding the Plaintiff:



**Open Adversary Case**

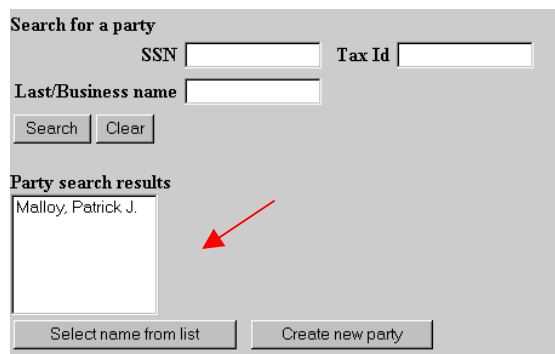
Search for a party

SSN  Tax Id

Last/Business name

11. Search for a party by inserting a social security number, tax id number, or the party's last name or business name.
12. Click on **Search**.

#### #1 - Party found:



Search for a party

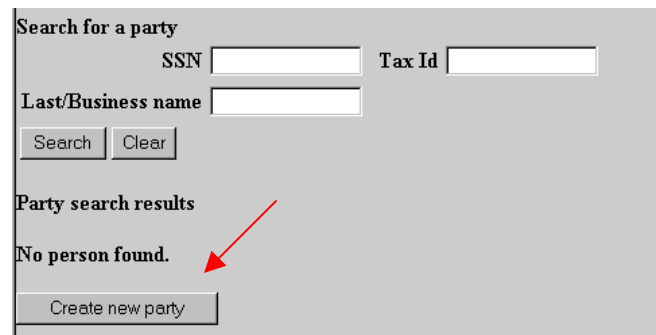
SSN  Tax Id

Last/Business name

**Party search results**

Malloy, Patrick J.

#### #2 – Party not found:



Search for a party

SSN  Tax Id

Last/Business name

**Party search results**

No person found.

13. If the party is found, select the correct party from the Party Search Results box and click on the **Select name from list** box. (See #1) - OR -  
If the party is not found, click on the **Create new party** and proceed with entering the correct information. (See #2)

**Party Information**

Patrick J. Malloy SSN:Unknown

Office  Address 1

Address 2  Address 3

City  State  Zip

County  Country

Phone  Fax

E-mail

ProSe  Role

Party text

Add all attorneys and aliases before clicking the Submit button.

14. Verify the party information and make corrections if necessary, or enter party information as required.
15. Select the "Plaintiff" **Role** by clicking on the down arrow and clicking on the proper role.
16. Add alias information, if necessary, by clicking on the **Alias** button.
17. If you need to add an attorney, click on the **Attorney** button.

**Search for an attorney**

Bar Id

Last name

18. Enter the Bar ID or the last name of the attorney and click on **Search**.

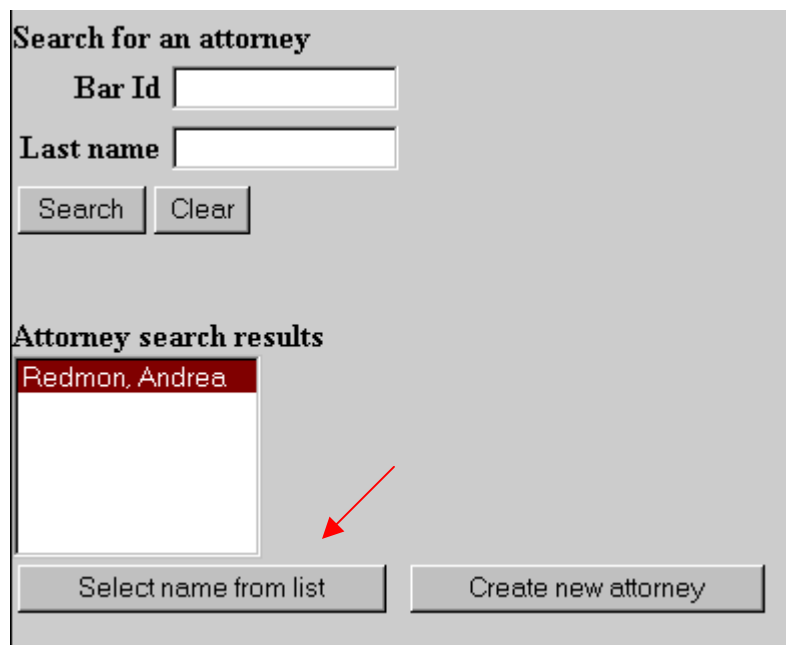
Search for an attorney

Bar Id

Last name

Attorney search results

Redmon, Andrea



19. Click on the attorney's name in the Attorney search results box and verify the attorney's address and phone number.
20. Click on the **Select name from list** button.

Attorney Information (Party Lollara, Mindy Fly)

Andrea Redmon Bar Id:81169 Bar Status:Unknown

Office  Address 1

Address 2  Address 3

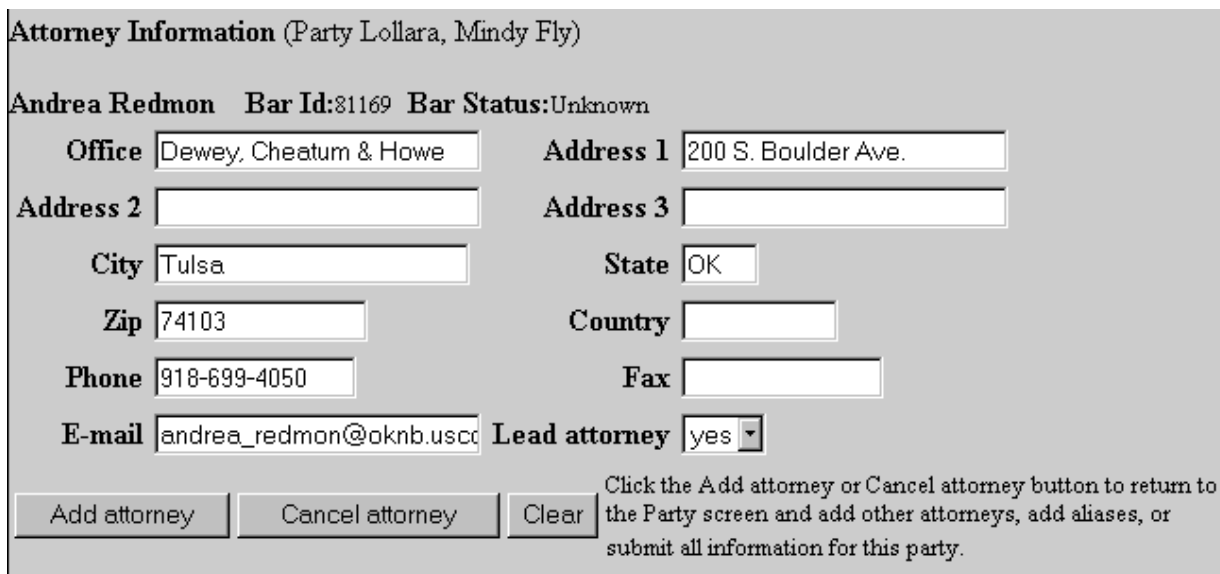
City  State

Zip  Country

Phone  Fax

E-mail  Lead attorney

Click the Add attorney or Cancel attorney button to return to the Party screen and add other attorneys, add aliases, or submit all information for this party.



21. Make corrections if necessary (changes will only be recorded for this case) and click on the **Add attorney** button.
22. The Party Information screen will appear. You may click on the **Review** button if you choose to, or you may click on **Submit**.

**Party Information**

Patrick J. Malloy SSN:Unknown

Office  Address 1

Address 2  Address 3

City  State  Zip

County  Country

Phone  Fax

E-mail

ProSe  Role

Party text

Add all attorneys and aliases before clicking the Submit button.

23. If you have more than one plaintiff, repeat steps 14 - 25 until all are entered.

**Open Adversary Case**

Search for a party

SSN  Tax Id

Last/Business name

## Adding the Defendant:

**Open Adversary Case**

Search for a party

SSN  Tax Id

Last/Business name

24. Search for a party by inserting a social security number, tax id number, or the party's last name or business name.
25. Click on **Search**.

### #1 – Party found:

Search for a party

SSN  Tax Id

Last/Business name

**Party search results**

Dardenne, Cindy Lee

### #2 – Party not found:

Search for a party

SSN  Tax Id

Last/Business name

**Party search results**


No person found.

26. If the party is found, select the correct party from the Party Search Results box and click on the **Select name from list** box. (See #1) - OR -  
If the party is not found, click on the **Create new party** and proceed with entering the correct information. (See #2)

**Party Information**

<b>Last name</b>	<input type="text" value="Smith"/>	<b>First name</b>	<input type="text" value="Joe"/>
<b>Middle name</b>	<input type="text"/>	<b>Generation</b>	<input type="text"/>
	<b>Title</b>	<input type="text"/>	
<b>SSN</b>	<input type="text" value="555-55-5555"/> 222-11-1234	<b>Tax ID</b>	<input type="text"/>
<b>Office</b>	<input type="text"/>	<b>Address 1</b>	<input type="text" value="80 Noon Day Drive"/>
<b>Address 2</b>	<input type="text"/>	<b>Address 3</b>	<input type="text"/>
<b>City</b>	<input type="text" value="Tulsa"/>	<b>State</b>	<input type="text" value="OK"/>
	<b>Zip</b>	<input type="text" value="74133"/>	
<b>County</b>	<input type="text" value="Tulsa"/> ▼	<b>Country</b>	<input type="text"/>
<b>Phone</b>	<input type="text"/>	<b>Fax</b>	<input type="text"/>
<b>E-mail</b>	<input type="text"/>		
<b>ProSe</b>	<input type="text" value="no"/> ▼	<b>Role</b>	<input type="text" value="Defendant (dft:pty)"/> ▼
<b>Party text</b>	<input type="text"/>		

Add all attorneys and aliases before clicking the Submit button.




27. Verify the party information and make corrections if necessary, or enter party information as required.
28. Select the “Defendant” **Role** by clicking on the down arrow and clicking on the proper role.
29. Add alias information, if necessary, by clicking on the **Alias** button.
30. You will not add attorney information at this time, click on **Submit**. Attorney for the defendant will be added upon filing of the Answer.
31. If you have more than one defendant, repeat steps 27 -33 until all are entered.

**Open Adversary Case**

Search for a party

SSN  Tax Id

Last/Business name



32. When you have all parties entered, click on **End party selection**.

**Entering statistical information:**

**Open Adversary Case**

Party code

Nature of suit

Origin

Transfer date

Rule 23 (class action)

Jury demand

Demand (\$000)

33. Add correct information in each box (if applicable) by clicking on the down arrow and selecting the correct entry.
34. Add the correct demand amount in the box. (Note: the Demand amount entered will record in thousands i.e. if you enter “4”, the system will convert that to \$4,000.)
35. Click on **Next**.



## Filing fee:

### Open Adversary Case

Amount Due: Fee: \$0.

If filing fee is deferred please type **Fee deferred** in the text box below and enter 0.0 in the Fee textbox above.

Fee deferred

If filing fee is not required please type **Fee not required** in the textbox below and enter 0.0 in the Fee textbox above.

Next

Clear

36. Enter the appropriate Fee amount. If the Fee should be deferred or is not required, please change the fee amount to "0.", and complete either "Fee deferred" or "Fee not required".
37. Click on **Next**.
38. Click on **Next**.

### Open Adversary Case

Docket Text: Final Text

Complaint by Patrick J. Malloy vs. Cindy Lee Dardenne. Fee deferred. Fee Amount \$0.. Filed by Andrea Redmon, Scott W. Bradshaw on behalf of Patrick J. Malloy. Nature of Suit: 424 (Obj/Revocation Discharge 727). (Bradshaw, Scott)

**Attention!!** Submitting this screen commits this transaction. You will have no further opportunity to modify this submission if you continue.

Next

Clear

39. Review your docket text. This will be the final opportunity you have to make corrections, **so be careful**.
  - a. If you need to make corrections click on the **Back** button located at the top of the screen or start over by clicking on **Bankruptcy** in your main menu bar.

← Back

ECF

Bankruptcy

- b. If you don't need to make corrections, click on **Next**.

40. System will present a confirmation screen that shows this case has been opened.

41. Complaint event will automatically be docketed into the main case.

**Open Adversary Case**

U.S. Bankruptcy Court [TRAIN]  
Northern District of Oklahoma

Notice of Electronic Filing

The following transaction was received from Bradshaw, Scott entered on 10/10/2003 at 5:10 PM CDT and filed on 10/10/2003

**Case Name:** Malloy v. Dardenne  
**Case Number:** [03-01365](#)  
**Document Number:** 1

**Case Name:** Arnold Schwarzenager and Maria Shriver  
**Case Number:** [03-10501-DLR](#)  
**Document Number:** 47

**Docket Text:**  
Complaint by Patrick J. Malloy vs. Cindy Lee Dardenne. Fee deferred. Fee Amount \$0.. Filed by Andrea Redmon, Scott W. Bradshaw on behalf of Patrick J. Malloy. Nature of Suit: 424 (Obj/Revocation Discharge 727). (Bradshaw, Scott)

The following document(s) are associated with this transaction:

**03-01365 Notice will be electronically mailed to:**

**03-01365 Notice will not be electronically mailed to:**

Andrea Redmon  
Dewey, Cheatum & Howe  
200 S. Boulder Ave.  
Tulsa, OK 74103